



CITY OF WAUKESHA
CLERK TREASURER'S DEPARTMENT
201 Delafield Street, Waukesha WI 53188
City Hall Room 104
Tel: (262) 524-3550 Fax: (262) 524-3888
www.waukesha-wi.gov

STREET CLOSING APPLICATION

FOR CITY DEPARTMENTS OR EDUCATIONAL FACILITY APPLICANTS ONLY

(Parking lanes, sidewalks, municipal parking lots, or trails)

- Application must be submitted to the Clerk's Office no earlier than 270 days and no later than 20 days before the date of the closure.
- No permit or fee required if City is the applicant.
- \$50 late fee if application is submitted less than 45 days before event.
- No more than 400 people on closed right-of-way at any given time.
- Waukesha Municipal Code 6.17 regulates street closings. Please visit the City code book at www.waukesha-wi.gov
- Closures of Public Rights of Way are subject to the regulations as defined in [Waukesha Municipal Code 6.17 \(14\) a-h](#)

→ Are you a City of Waukesha department or an educational facility?

☒ Yes

☐ No

If you answered "No" to the above question, you cannot use this form. Please use the Street Closing Application for non city/educational facility applicants.

Applicant Information

Applicant's Name Joanna Adamicki
Name of City Department or Educational Facility WPRF
Phone Number 262-524-3717 Email jadamicki@waukesha-wi.gov
Address (include city/zip) 1900 Aviation Dr, Waukesha 53188

Event Information

Name of Event July 4th Parade Repeat Event? ☒ Yes ☐ No
Purpose of Event Parade
Event website (if any) _____
Date(s) of Proposed Event 7/4/18
Time event will assemble 9:00 am Time event will begin 11:00 am
Time event will end 1:00 pm Time event will disband 1:00 pm
Name of contact person on day of event Joanna Adamicki Cell 262-349-5731

AREA OF STREET TO BE CLOSED - ATTACH MAP OF PROPOSED CLOSURE AND INDICATE PROPOSED USE:

Begin Wisconsin Ave at Maple, to West Av, north to Main St, proceeding on Main St. to Buckley St, north to Baxter St, NE to Schuetz Rec Center.
Staging area to include Grand (Wisconsin to Arlington), Wisconsin (Maple to Grand)

Number of blocks to be closed (block means the distance between intersections on a City Street, or 200 yards whichever is shorter) 17

Number of Barricades Needed at the discretion of the Police Dept.

Will this event include: Music? ☒ Yes ☐ No

Vehicles? ☒ Yes ☐ No

Animals? ☐ Yes ☒ No

If yes, please explain: Marching + performing groups to have music. Vehicles will pull floats. Animals are not allowed in staging area, park, or parade

Application continued →

Do you intend to place any objects or items into the proposed area of closure:

☒ Yes

☐ No

Do you intend to have any vending of items or services for sale or display into the proposed area of closure:

☐ Yes

☒ No

If you answered yes to either question above, please explain in full detail:

Floats and marching units will line up in designated areas

*Approximate maximum number in attendance at one time (additional regulations for large special events of more than 400)

4,000

Attendance estimate based on?

previous attendance

Fees for Educational Facilities Only – City Applicants are exempt from fees

The following street closing fees shall be paid when filing the applications, per application, and shall not be refundable. City applicants are exempt from fees.

STREET CLOSING:	AMOUNT
Closure of 1 – 7 blocks	\$50.00
Closure of 8 or more blocks	\$150.00
*Late Fee *(if filed less than 45 days before event)	\$50.00

Applicant Signature

I hereby make an application for a Street Closing Permit as detailed above. I agree to abide by the requirements of all City of Waukesha ordinances and State laws.

☒ Signature

Janna Adamick

Date

5/1/18

FOR OFFICE USE ONLY!

Date Application Received in Clerk's Office

Clerk's Initials

☐ Map provided

☐ Amount Due

Date Paid:

Department Routing:

☐ Police

☐ Fire

☐ Engineering

☐ Transit

☐ WPRF

☐ Attorney

☐ Approved

☐ Denied

Clerk Processing Permit

Date

Municipal Lot Closure:

☐ Building & Grounds Committee Approval

☐ Council Approval

MISC NOTES:

2017 CITY OF WAUKESHA JULY 4TH PARADE LINE UP AREA
UNITS WILL LINE UP ON WISCONSIN AVE AND GRAND AVENUE
ROADS CLOSED TO TRAFFIC BY 10 AM

WISCONSIN AVE
LINE UP AREA



- 40
- 39
- 38
- 37
- 36
- 35
- 34
- 33
- 32
- 31
- 30
- 29
- 28
- 27
- 26
- 25
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- 15
- 14
- 13
- 12
- 11
- 10
- 9
- 8
- 7
- 6
- 5
- 4
- 3
- 2
- 1



Parade
Starts
Here!

W I S C O N S I N A V E



GRAND AVE

CLINTON ST.

GRAND AVE LINE UP AREA

- 61
- 62
- 63
- 64
- 65
- 66
- 67
- 68
- 69
- 70
- 71
- 72
- 73
- 74
- 75
- 76
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- 59
- 60

C U T L E R S T

LIBRARY

Large Library
Parking Lot

CUTLER
PARK

WPRF Van/Information

Library Employee
Parking Lot

C A R R O L L S T

Les Paul
Middle
School

MAPLE AVE.

W E S T P A R K A V E

